

Gladys Alida Paolini

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EDUCATION

- 2016-2018 **Master of Arts in Teaching English as a Second Language (TESL)**
Northern Arizona University, Flagstaff, Arizona
- Summer 2016 **Pre-Academic Program for Graduate Fulbright Diploma**
Kansas University, Lawrence, Kansas
- 2011 **Governance and Management Diploma**
University of George Washington, Washington D.C
Universidad Católica Andrés Bello, Venezuela
- 2010-2011 **Program in Legal Translation**
Universidad Metropolitana, Venezuela
- 2003-2009 **Bachelor of Arts in English Education**
Universidad de Los Andes, Venezuela
- 1990-1995 **Bachelor of Arts in Law**
Universidad Católica del Táchira, Venezuela

PROFESSIONAL EXPERIENCE

- Fall 2017 **Research Internship:** Northern Arizona University, PIE
Assisting the Director of Assessment in the Program in Intensive English at Northern Arizona University with the processing and analysis of data from reading and listening tests, item analysis, and review of test tasks.
- Fall 2016 **TESL Practicum assignment:** to serve as a mentor in the publication *Slice of PIE*, Northern Arizona University.
Tutored ESL students in the writing process and the drafting of articles, published in *Slice of PIE*. Collaborated in the design and editing of the fall 2016.
- 2009-2016 **Library Director**, Universidad Católica del Táchira
Managed the university library. Led the staff in the administrative processes. Conducted projects to promote reading and research. Implemented the program @UcatLee to promote reading and book exchange. Created and implemented Ucat English Club, a conversational English club for the university community. Collaborated editing and publishing the university's journals.

2008-to present	<p>Translator, Freelance</p> <p>Translate from English to Spanish to the translation agencies Good Enterprise Limited (GEL) and Cristal Hues located in China and India in fields such as law, accounting and finance, engineering, environment, and education.</p> <p>Successfully delivered more than 60 translations projects.</p> <p>Use of translation tools MemoQ and SDLTrados.</p> <p>Translate from Spanish to English legal and immigration documents.</p>
2005-to 2016	<p>Assistant Professor, Universidad Católica del Táchira, Venezuela</p> <p>Taught several graduate and undergraduate English courses for business, marketing, finance, and law. Developed and implemented ESP courses for graduate programs including tax management and international law. Developed English proficiency tests for graduate and undergraduate programs.</p> <p>Taught Roman Law History in law faculty.</p> <p>Collaborated in curriculum reforms for law faculty and business administration faculty.</p> <p>Trained the English faculty in planning, teaching strategies and methodology, and assessment.</p>
1999-2008	<p>English Language Instructor, Universidad del Táchira, Venezuela</p> <p>Taught EFL adults, teenagers, and children from beginner to advanced levels. Collaborated with the administration in assessment.</p>
1995-2003	<p>Law Litigation freelance</p> <p>Assisted clients in civil, commercial, administrative, and labor matters. Successfully represented clients in court. Made several negotiations in arbitrations with successful results.</p>

HONORS AND GRANTS

2016-2018	<p>Fulbright Foreign Student Scholarship to pursue an MA in TESL at Northern Arizona University</p> <p>Department of State, United States</p>
2014 March-April	<p>International Visitor Leadership Program, (IVLP) for English Teachers</p> <p>Department of State, Washington D.C, United States</p>
October 2009	<p>Summa Cum Laude Distinction,</p> <p>Universidad de Los Andes, Venezuela</p>

PROFESSIONAL AFFILIATIONS

1995-present	Bar Association of Venezuela
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2009-present	Association of Educators of Venezuela
2012-present	Venezuelan Association of Tesol (VENTESOL)

REFERENCES

Dr. Okim Kang

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Dr. Soo Jung Youn

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